

Attention: Auction Team

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### I. Donor Information

Business Name: \_\_\_\_\_

Donor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Donor Relationship:  PS3 Parent  PS3 Friend  PS3 Alumnus  
(check all that apply)

Donation Credit to:  Business  Donor  Both  None

### II. Donated Item Detail

Item Type:  Gift Certificate  Physical Item

Item Description: \_\_\_\_\_

Special Notes/  
Exceptions: \_\_\_\_\_

For Services:  We have enclosed our own gift certificate  
 We prefer to use the certificate form provided by PS3

Expiration Date: \_\_\_\_\_ or  None

Item Value: \$ \_\_\_\_\_

Email tax receipt to: \_\_\_\_\_

### III. Donation Delivery

Donation accompanies this agreement:  Yes  No

Donation is being sent by:  UPS  FedEx  Regular Mail  
 Email  Courier/By Hand

And is expected to ship on this date: \_\_\_\_\_

\*\* If you are located in NYC and are unable to ship a physical item, please contact us to arrange for a pick-up.

Use this form if your business does not provide its own gift certificate.  
Leave blank if provided.



# GIFT CERTIFICATE

PS3 Winter Auction  
Jan 30 - Feb 6, 2017

**This Certificate Entitles The Bearer To:**

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**Special Notes/Exceptions:**

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**Redemption Value:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_

**Authorized By:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Tel:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

